

EXHIBIT G

INSTRUCTIONS TO CAL-MORTGAGE APPLICANTS NEEDING PHASE I REPORTS

The Cal-Mortgage Program requires a Phase I report. The Department of Toxic Substances Control (Department) has agreed to prepare the Phase I report to assess the likelihood of environmental concerns associated with current and past practices on the subject property. A Phase I report is an initial assessment based on existing information supplied by yourself, inquiries of appropriate state and local agencies, past owners and operators of businesses on the subject property, and a site inspection by environmental professional employed by the Department. Phase I report will generally include a results of Department investigation about your property including records searches, interviews with appropriate state and local agency staff, former property owners and operators, and a site visit. The report will recommend whether or not additional investigation is required based on best efforts to obtain information about the operations history of the site. If further investigation is required because of suspected releases of hazardous substances to the property, the applicant will be asked to enter into a separate agreement with the Department to conduct a Preliminary Endangerment Assessment under Department oversight. If no further action is recommended, Cal-Mortgage staff will continue to process your application.

To initiate this effort, complete the attached questionnaire. If a Phase I report has been prepared for the site, it may be submitted in lieu of the questionnaire as long as the report covers all the information requested. Send the completed questionnaire package or Phase I report to:

Sandra Karinen
Site Mitigation Program
Department of Toxic Substances Control
P.O. Box 806
Sacramento, CA 95812-0806

Also, send a check in the amount of **\$2,600.00** made payable to **Department of Toxic Substances Control** to:

Ms. Karen Poon
Accounting Office
Department of Toxic Substances Control
P.O. Box 806
Sacramento, CA 95812-0806

PRINT THE NAME AND LOCATION OF THE SITE AND THE WORDS "CAL-MORTGAGE" ON THE CHECK, so that the money will be credited toward your account and work can begin on your project. Upon receipt of the check, a deposit receipt will be sent to you.

This money is a down payment for services to be provided by the Department in preparation or review of a Phase I report for the subject property. This down payment is equal to approximately twenty hours at \$130.00 per hour of Department staff time and overhead. You will be billed for any additional hours of labor incurred by Department staff. Preparation of a Phase I report is estimated to take between 20 and 80 hours of Departmental staff time. Review of an existing Phase I report for adequacy and conclusions is expected to need less time. If requested, Department staff will give you an estimate of the number of hours expected to complete a Phase I report for your specific property. Department staff will also contact you to arrange a visit to the

property. A statement reflecting the amount of time spent and costs incurred will be sent to you upon completion of the Phase I report. If Department costs incurred were less than \$2,600.00, a refund will be sent to you. The Department staff will use it's best efforts to complete the report within four weeks of receiving the questionnaire and deposit check.

For questions concerning this process or the information requested in the questionnaire, please contact either Sandra Karinen at (916) 323-3376.

The Department will send the Phase I report to your Cal-Mortgage project officer. Please contact your project officer to view this report.

CAL-MORTGAGE PHASE I APPLICATION QUESTIONNAIRE
MOU-4/94

NAME OF ORGANIZATION:	PARCEL ADDRESS:
MAILING ADDRESS:	CITY, STATE, ZIP:
CITY, STATE, ZIP:	ASSESSOR'S PARCEL NUMBER:
CONTACT: NAME: TITLE: PHONE NUMBER:	CURRENT ZONING:

GENERAL INSTRUCTIONS:

- A. Answer the following 24 questions in the space provided. If more room is needed, attach additional pages to complete the response.
- B. Attach a map of the property illustrating building locations and pertinent features as requested in questions 6 through 19 of the questionnaire.
- C. Attach a list of people contacted during the completion of this questionnaire, their phone numbers and the questions to which they have supplied information.

QUESTIONS:

- 1. Describe the current use of the parcel

- 2. To the best of your knowledge has the property been used for an industrial use in the past?
Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe the uses, when they occurred and who owned/operated the business:

USE	WHEN	OPERATOR	INFORMATION SOURCE
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3. Describe the current uses of parcels adjacent to the subject property:

North _____

East _____

South _____

West _____

4. Is the Property or any adjoining property used as a gasoline station, motor repair facility, commercial printing facility, dry cleaners, photo developing laboratory, junkyard or landfill, or as a waste treatment, storage, disposal, processing or recycling facility?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe which properties and specify the attendant uses:

Property _____

North _____

East _____

South _____

West _____

5. To the best of your knowledge has the Property or any adjoining property been used as a gasoline station, motor repair facility, commercial printing facility, dry cleaners, photo developing laboratory, junkyard or landfill, or as a waste treatment, storage, disposal, processing or recycling facility?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe which properties and specify the attendant uses:

Property _____

North _____

East _____

South _____

West _____

6. Are there currently, or to the best of your knowledge have there been previously, any damaged or discarded automotive or industrial batteries, or pesticides, paints, or other chemicals in individual containers of greater than 5 gallons in volume or 50 gallons in the aggregate, stored on or used at the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, and describe:

7. Are there currently or to the best of you knowledge have there been previously, any industrial drums (typically 55 gal or sacks of chemicals located on the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, describe chemical, quantity and locations of storage and use:

CHEMICAL	QUANTITY	LOCATION	INFORMATION SOURCE
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8. Has fill dirt been brought onto the property that originated from a contaminated site or that is of an unknown origin?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe the source of material, contaminants, quantity and location where fill material was placed on the property, show location on site map:

9. Are there currently, or to the best of your knowledge have there been previously, any pits, ponds or lagoons located on the property in connection with waste treatment or waste disposal?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe the locations, show location on site map, and describe the composition of material discharged to the pits, ponds, or lagoons:

10. Is there currently, or to the best of your knowledge has there been previously, any stained soil on the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe the location, show location on site map, and source of stain:

11. Are there currently, or to the best of your knowledge have there been previously, any registered or unregistered storage tanks (above or underground) located on the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, describe the location and materials stored in the tanks, when they were used and removed:

12. Are there currently, or to the best of your knowledge have there been previously, any vent pipes, fill pipes, or access ways indicating a fill pipe protruding from the ground on the property or adjacent to any structure located on the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, describe the location:

13. Are there currently, or to the best of your knowledge have there been previously, any flooring, drains, or walls located within the facility that are stained by substances other than water or are emitting foul odors?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, describe the location and source of stain(s):

14. Is the property served by a private well or non-public water system?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, describe the location of well, it's depth, capacity and what is known about it's construction:

15. Are there any wells on the property which are no longer used to supply water?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, describe the location of well, depth, capacity and what is known about it's construction:

16. Are there any dry wells used to convey surface water runoff into the ground?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location on site map, describe location(s), depth and construction:

17. Have contaminants been identified in the well or system, or currently abandoned wells that exceed guidelines applicable to the water system, or has the well been designated as contaminated by any government environmental/health agency?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, show location of wells sampled on site map, describe the contaminants detected, concentrations and dates sampled and identified (attach a copy of sample results):

18. Does the property discharge waste water on or adjacent to the property other than storm water into a sanitary sewer system?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe location, amounts and nature of waste water:

19. To the best of your knowledge have any hazardous substances or petroleum products, unidentified waste materials, tires, automotive or industrial batteries or any other waste materials been dumped above grade, buried and or burned on the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe the nature of the material, estimated quantities and location of disposal, and show location on site map:

20. Has the owner or occupant of the property have any knowledge of environmental liens or governmental notification relating to past or recurrent violations of environmental laws with respect to the property or any facility located on the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe:

21. Has the owner or occupant of the property been informed of any past or current existence of hazardous substances, petroleum products, medical or infectious waste or other environmental violations with respect to the property or any facility located on the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe:

22. Does the owner or occupant of the property have any knowledge of any environmental site assessment of the property or facility that indicated the presence of hazardous substances or petroleum products on, or contamination of, the property or recommended further assessment of the property? Attach a copy.

Yes_____ No_____ Unknown_____ Information Source_____

23. Does the owner or occupant of the property know of any past, threatened, or pending lawsuits or administrative proceedings concerning a release or threatened release of any hazardous substance or petroleum products involving the property by any owner or occupant of the property?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe:

24. Is there a transformer, capacitor, or any hydraulic equipment for which there are any records indicating the presence of PCBs?

Yes_____ No_____ Unknown_____ Information Source_____

If yes, describe:

Preparer represents that to the best of the preparer's knowledge the above statements and facts are true and correct and to the best of the preparer's actual knowledge no material facts have been suppressed or misstated.

SIGNATURE OF PREPARER:	NAME OF PREPARER: TITLE:	DATE:
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